



Town of Groton, Connecticut

Meeting Agenda

45 Fort Hill Road
Groton, CT 06340-4394
Town Clerk 860-441-6640
Town Manager 860-441-6630

Town Council

Mayor Heather Bond Somers, Councilors Dean G. Antipas, Bruce S. Flax, Bill Johnson, Karen F. Morton, Deborah L. Peruzzotti, Rita M. Schmidt, James L. Streeter, and Harry A. Watson

Tuesday, August 21, 2012

7:30 PM

Town Hall Annex - Community Room 1

REGULAR MEETING

I. ROLL CALL

II. SALUTE TO THE FLAG

III. RECOGNITION, AWARDS & MEMORIALS

IV. RECEIPT OF CITIZENS' PETITIONS, COMMENTS AND CONCERNS

This is the portion of the Council Agenda where the Council welcomes comments from citizens. Each presentation should be limited to five (5) minutes or less, and citizens should, if possible, submit written comments. Presentations should be related to matters pertinent to Groton. Town Councilors will only ask questions in order to clarify the speaker's presentation and can respond during the Responses to Citizens' Petitions portion of the Town Council meeting. Citizens should make their presentations from the lectern and state their names and addresses for the record.

V. RESPONSES TO CITIZENS' PETITIONS, COMMENTS AND CONCERNS

VI. CONSENT CALENDAR

All matters listed under Item VI (Consent Calendar) are considered to be routine and will be enacted by one motion. No separate discussion of these items will take place, unless cause is shown prior to the time Council votes on the motion to adopt.

a. Approval of Minutes

2012-0248 Approval of Minutes (Town Council)

Resolution - Consent

RESOLUTION ACCEPTING TOWN COUNCIL MINUTES

RESOLVED, that the minutes of the Town Council meeting of August 7, 2012 are hereby accepted and approved.

b. Administrative Items

2012-0235 Special Trust Fund Contributions

Resolution - Consent

RESOLUTION ACCEPTING CONTRIBUTIONS TO SPECIAL TRUST FUNDS

RESOLVED, that the Town Council hereby accepts contributions to the Town as follows:

George Marshall - \$200.00 - Social Services Discretionary
City of Groton - \$79.98 - Groton Utilities Energy Assistance Program
Patricia Ludwig - \$50.00 - Library Miscellaneous
Charles Rogers - \$35.00 - Social Services Discretionary
Lee Vincent - \$50.00 - Social Services Discretionary
Groton Maritime Foundation - \$3,190.73 - Maritime Academy Miscellaneous

c. Deletions from the Town Council Referral List

2012-0227 Regional Probate Court - Update

Referral

2012-0237	Eastern Point Road Golf Cart Tunnel Agreement	Referral
2012-0240	Resolution Setting the Referendum Date and Approving the Form of the Question for the Road Maintenance and Rehabilitation Program Bond Ordinance	Referral
2012-0241	Explanatory Text for Road Maintenance and Rehabilitation Program Bond Ordinance Referendum	Referral
2012-0249	AFSCME Collective Bargaining Agreement	Referral
2012-0250	Manager of Golf Course and Parks Maintenance Job Description	Referral
2012-0251	Golf Professional Job Description	Referral
2012-0252	Assistant Golf Professional Job Description	Referral
2012-0253	Pro Shop Attendant Job Description	Referral
2012-0254	Public Buildings and Fleet Supervisor Job Description	Referral
2012-0255	Working Leader Job Description	Referral
2012-0256	Inspection Services Technician Job Description	Referral
2012-0257	City of Groton Zoning Regulation Amendment Application - Historic/Institutional Reuse	Referral

VII. COMMUNICATION REPORTS (Other than Committee Reports)

- a. Town Councilors**
- b. Clerk of the Representative Town Meeting**
- c. Clerk of the Council**
- d. Town Manager**
- e. Town Attorney**

VIII. COMMITTEE REPORTS

- a. Community & Cultural Development - Chairman Schmidt**
- b. Economic Development - Chairman Johnson**
- c. Education/Health & Social Services - Chairman Watson**
- d. Environment/Energy - Chairman Peruzzotti**
- e. Finance - Chairman O'Beirne**
- f. Personnel/Appointments/Rules - Chairman Flax**
- g. Public Safety - Chairman Streeter**
- h. Public Works/Recreation - Chairman Antipas**
- i. Committee of the Whole - Mayor Somers**

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

- | | | |
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| 2012-0227 | Regional Probate Court - Update | Referral |
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RESOLUTION AUTHORIZING FYE 2013 CONTINGENCY TRANSFER FOR REGIONAL PROBATE COURT COSTS

WHEREAS, the FYE 2011 budget included \$25,000 in LoCIP funding for renovations associated with the Regional Probate Court established in 2011, and

WHEREAS, Probate Judge Nick Kepple has identified additional necessary improvements to the office space that includes work stations, a counter, and furniture, and

WHEREAS, LoCIP funding cannot be used to purchase furniture, and

WHEREAS, the Town Charter provides for transfers from the Contingency function during the year, and

WHEREAS, the towns of Stonington, North Stonington, and Ledyard will be billed for their prorated share of the cost of the improvements to the Regional Probate Court, now therefore be it

RESOLVED, that \$5,600 be transferred from the General Fund Contingency function (#1074) to the Southeastern Connecticut Probate Court (#10073) for purchasing furniture in conjunction with improvements to the Regional Probate Court.

Legislative History

7/18/2012 Mayor Referred Town Council Committee of the

8/15/2012 Town Council Committee of the Whole Discussed

8/15/2012 Town Council Committee of the Whole Recommended for a Resolution

2012-0237 Eastern Point Road Golf Cart Tunnel Agreement Referral

RESOLUTION AUTHORIZING THE TOWN MANAGER TO EXECUTE GOLF COURSE TUNNEL LEASE AGREEMENT

WHEREAS, on September 2, 1997 the Town Council authorized the then Town Manager to execute an agreement with the State of Connecticut Department of Transportation for a golf cart tunnel under Eastern Point Road to provide safe passage for patrons and staff of Shennecossett Golf Course, and

WHEREAS, the lease agreement has expired and must be renewed, now therefore be it

RESOLVED, that Town Manager Mark R. Oefinger, for the period July 1, 2002 to the present, had and has the authority to execute and deliver on behalf of the Town of Groton any and all necessary instruments associated with the lease agreement for the golf cart tunnel under Eastern Point Road and all documents including any and all requisite affidavits, amendments, certifications, and other documents related thereto.

Legislative History

8/6/2012 Mayor Referred Town Council Committee of the

8/15/2012 Town Council Committee of the Whole Discussed

8/15/2012 Town Council Committee of the Whole Recommended for a Resolution

2012-0240 Resolution Setting the Referendum Date and Approving the Form of the Question for the Road Maintenance and Rehabilitation Program Bond Ordinance Referral

RESOLUTION SETTING A REFERENDUM DATE AND APPROVING THE FORM OF THE QUESTION FOR AN "ORDINANCE APPROPRIATING \$11,200,000 FOR THE CALENDAR

YEARS 2013 THROUGH 2017 ROAD MAINTENANCE AND REHABILITATION PROGRAM AND AUTHORIZING THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION"

WHEREAS, the Town Council and the Representative Town Meeting have approved an ordinance entitled "ORDINANCE APPROPRIATING \$11,200,000 FOR THE CALENDAR YEARS 2013 THROUGH 2017 ROAD MAINTENANCE AND REHABILITATION PROGRAM AND AUTHORIZING THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION", now therefore be it

RESOLVED, that the ordinance be submitted for approval or rejection at a referendum to be held November 6, 2012 in conjunction with the election to be held on that date. Voters approving the ordinance will vote "Yes" and those opposing the ordinance will vote "No", and be it further

RESOLVED, that the question to be placed on the voting machines shall be worded as follows:

"SHALL THE ORDINANCE APPROPRIATING \$11,200,000 AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT FOR THE CALENDAR YEARS 2013 THROUGH 2017 ROAD MAINTENANCE AND REHABILITATION PROGRAM BE APPROVED?"

and be it further

RESOLVED, that the Town Clerk is hereby directed to issue any and all warnings, publish all such notices, and file all such statements and reports concerning said referendum as provided by law.

Legislative History

8/6/2012	Mayor	Referred	Town Council Committee of t
8/15/2012	Town Council Committee of the Whole	Recommended for a Resolution	

2012-0241 Explanatory Text for Road Maintenance and Rehabilitation Program Bond Ordinance Referendum Referral

RESOLUTION AUTHORIZING PREPARATION OF EXPLANATORY TEXT FOR AN "ORDINANCE APPROPRIATING \$11,200,000 FOR THE CALENDAR YEARS 2013 THROUGH 2017 ROAD MAINTENANCE AND REHABILITATION PROGRAM AND AUTHORIZING THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION"

RESOLVED, that the Town Clerk is authorized to prepare a concise explanatory text and the Town Manager is authorized to prepare additional explanatory materials regarding an "ORDINANCE APPROPRIATING \$11,200,000 FOR THE CALENDAR YEARS 2013 THROUGH 2017 ROAD MAINTENANCE AND REHABILITATION PROGRAM AND AUTHORIZING THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION," such texts and explanatory materials to be subject to the approval of the Town Attorney and to be prepared and distributed in accordance with Section 9-369b of the Connecticut General Statutes.

Legislative History

8/6/2012	Mayor	Referred	Town Council Committee of t
8/15/2012	Town Council Committee of the Whole	Recommended for a Resolution	

2012-0249 AFSCME Collective Bargaining Agreement Referral

RESOLUTION APPROVING LOCAL 818 OF COUNCIL #4 AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES AFL-CIO

WHEREAS, the Town of Groton and the Local 818 of Council #4 American Federation of State, County and Municipal Employees AFL-CIO reached a tentative agreement on a successor collective bargaining agreement for the period July 1, 2013 through June 30, 2016, and

WHEREAS, the bargaining unit membership voted to approve the agreement, and

WHEREAS, approval is recommended by the Town's negotiators, now therefore be it

RESOLVED, the Groton Town Council hereby approves the agreement and the expenditure of funds necessary to implement the agreement between the Town and the Local 818 of Council #4 American Federation of State, County and Municipal Employees AFL-CIO for the term July 1, 2013 - June 30, 2016.

Legislative History

8/15/2012 Town Council Committee of Recommended for a
the Whole Resolution

2012-0250 Manager of Golf Course and Parks Maintenance Job Referral
Description

RESOLUTION APPROVING A JOB DESCRIPTION FOR A MANAGER OF GOLF COURSE AND PARKS MAINTENANCE

WHEREAS, the Town Manager and Administrative Services Department regularly review job descriptions when opportunities provide for them to be updated, and

WHEREAS, in the Parks and Recreation Department the Parks Maintenance division lost a Superintendent position several years ago and the Golf Course lacked a position with overall management responsibilities, and

WHEREAS, it is desirable to consolidate the management of the Golf Course and Parks Maintenance divisions within Parks and Recreation, now therefore be it

RESOLVED, that the Town Council approves the job description of Manager of Golf Course and Parks Maintenance.

Legislative History

8/15/2012 Town Council Committee of Recommended for a
the Whole Resolution

2012-0251 Golf Professional Job Description Referral

RESOLUTION APPROVING A JOB DESCRIPTION FOR A GOLF PROFESSIONAL

WHEREAS, the Golf Professional is a unique position in that the employee works for the Town of Groton but also operates the golf shop as a private business, and

WHEREAS, it is necessary to update the job description to include essential duties covering both Town responsibilities and the golf shop, as well as financial reporting criteria, and

WHEREAS, the Golf Professional will report to the Manager of Golf Course and Parks Maintenance, now therefore be it

RESOLVED, that the Town Council approves the job description of Golf Professional.

Legislative History

8/15/2012 Town Council Committee of Recommended for a
the Whole Resolution

2012-0252 Assistant Golf Professional Job Description Referral

RESOLUTION APPROVING A JOB DESCRIPTION FOR AN ASSISTANT GOLF PROFESSIONAL

WHEREAS, the job description for part-time/seasonal Assistant Golf Professional has been updated

to better reflect the current duties and responsibilities associated with the position, now therefore be it

RESOLVED, that the Town Council approves the job description for Assistant Golf Professional.

Legislative History

8/16/2012 Town Council Committee of Recommended for a
the Whole Resolution

2012-0253 Pro Shop Attendant Job Description Referral

RESOLUTION APPROVING A JOB DESCRIPTION FOR A PRO SHOP ATTENDANT

WHEREAS, the employees performing the work of Pro Shop Attendance were previously classified as part-time Office Clerks, and

WHEREAS, the title and job description of Pro Shop Attendant more clearly delineate the distinct responsibilities of the position, now therefore be it

RESOLVED, that the Town Council approves the job description for Pro Shop Attendant.

Legislative History

8/15/2012 Town Council Committee of Recommended for a
the Whole Resolution

2012-0254 Public Buildings and Fleet Supervisor Job Description Referral

RESOLUTION APPROVING A JOB DESCRIPTION FOR A PUBLIC BUILDINGS AND FLEET SUPERVISOR

WHEREAS, the Administrative Services Department regularly reviews job descriptions when opportunities provide for them to be updated, and

WHEREAS, in the Public Works Department the Building Maintenance and Fleet divisions are both essentially maintenance operations, and

WHEREAS, the position of Building Maintenance Supervisor became vacant and the Town consolidated the management of Building Maintenance and Fleet, now therefore be it

RESOLVED, that the Town Council approves the job description of Public Buildings and Fleet Supervisor.

Legislative History

8/15/2012 Town Council Committee of Recommended for a
the Whole Resolution

2012-0255 Working Leader Job Description Referral

RESOLUTION APPROVING A JOB DESCRIPTION FOR A WORKING LEADER - PUBLIC WORKS

WHEREAS, the Administrative Services Department regularly reviews job descriptions when opportunities provide for them to be updated, and

WHEREAS, the Town would be interested in developing a Working Leader position that would provide both front line supervision as well as the ability operate equipment, now therefore be it

RESOLVED, that the Town Council approves the job description of Working Leader - Public Works.

Legislative History

8/15/2012 Town Council Committee of Recommended for a
the Whole Resolution

2012-0256 **Inspection Services Technician Job Description** Referral

RESOLUTION APPROVING A JOB DESCRIPTION FOR AN INSPECTION SERVICES TECHNICIAN

WHEREAS, the FYE 2013 Budget include funding for six months for a new position in the Office of Planning and Development Services (OPDS) entitled Inspection Services Technician, and

WHEREAS, the primary focus of the position is to perform field and office tasks related to inspection, permitting and code enforcement, and

WHEREAS, this position replaces a higher level Inspector II position, now therefore be it

RESOLVED, that the Town Council approves the job description and pay plan for the position of Inspection Services Technician.

Legislative History

8/15/2012 Town Council Committee of Recommended for a
the Whole Resolution

2012-0257 **City of Groton Zoning Regulation Amendment** Referral
Application - Historic/Institutional Reuse

RESOLUTION AUTHORIZING THE TOWN MANAGER TO APPLY FOR A CITY OF GROTON ZONING REGULATION AMENDMENT FOR HISTORIC/INSTITUTIONAL REUSE

WHEREAS, the Town Council has accepted the final report of the Groton Heights School Reuse Task Force presented on February 28, 2012, and

WHEREAS, the report addressed zoning issues affecting the Groton Heights School property and the Town Council agrees with the report finding that many of the potential reuse options would require an amendment of the City of Groton Zoning Regulations, now therefore be it

RESOLVED, that the Town Council authorizes the Town Manager to apply for a City of Groton Zoning Regulation Amendment for Historic/Institutional Reuse to provide reuse opportunities for existing buildings that have historic, architectural, or aesthetic significance, such as the Groton Heights School.

Legislative History

8/15/2012 Town Council Committee of Recommended for a
the Whole Resolution

XI. OTHER BUSINESS

XII. ADJOURNMENT